



ATLANTA CITY COUNCIL

DEBI M. STARNES
COUNCILMEMBER
DISTRICT 2

RECEIVED

AUG 18 2003

MUNICIPAL CLERK

55 TRINITY AVENUE, S.W.
SECOND FLOOR, EAST
ATLANTA, GEORGIA 30335
(404) 330-6038

03-C -1342

MEMORANDUM

DATE: August 18, 2003

TO: Council President Cathy Woolard
All Councilmembers

FROM: Debi M. Starnes *DS*

SUBJECT: Appointment to the Atlanta Commission on Women

It is my great pleasure to appoint Ms. Susana M. Chavez to serve as a member of the Atlanta Commission on Women. This appointment is for a two (2) year term, scheduled to commence upon Council confirmation. A copy of her resume is attached for your perusal.

The leadership, dedication, and continued service of Ms. Chavez are the essence of the Atlanta Commission on Women, and the City of Atlanta. I stand firmly behind my decision to appoint Ms. Chavez, and believe that she will provide exceptional service to the women of this great city.

CONFIRMED

SEP 02 2003

COUNCIL

Susana Maria Chavez

553 Seminole Avenue
Atlanta, GA 30307
(404) 584-7057

Professional Experience

PARKING COMPANY OF AMERICA

1996-Present

Vice President

Corporate oversight of Company's operations in Atlanta, Georgia, including downtown and airport facilities, and special projects.

- Establish and review operational and management goals.
- Analysis of operating results to budgets.
- Coordinate preparation and implementation of parking plan to meet special needs and limitations during the 1996 Olympics.
- Spearheaded expansion of corporate auditing processes over the airport operation, including audit by an independent certified public accountant and upgrades in computerized reporting systems.
- Supervised \$300,000 renovation of office. Completed project in three months on time and within budget.

1993-1995

Director of Training and Employee Relations

Corporate representative in Atlanta and New Orleans.

- Planned customer service and management training programs which were implemented in Atlanta, Cincinnati, New Orleans and Jacksonville, Florida.
- Responsible for increasing Company involvement in the business community.
- Coordinated company activities during four union card signing campaigns which succeeded in defeating union representation in two of the campaigns.
- Led negotiations for two union contracts; in both cases, the union was petitioned out by employees prior to final approval of the contracts.
- Investigated employee concerns and issues.

1990-1992

City Manager, Atlanta, Georgia

Day-to-day responsibility for downtown parking operations consisting of 85 locations with a total of 12,000 spaces.

- Carried full P&L accountability, including revenue production, expense controls and auditing.
- Initiated negotiations for and secured new contracts.
- Managed 145 employees, including hiring, training and all employee issues.
- Implemented marketing campaigns.
- Coordinated and oversaw maintenance and contracts for capital repairs, including paving, demolition and equipment installation.

1986-1989

Corporate Special Projects

- Developed Company's employee handbook;
- Developed and delivered training programs for managers, cashiers and attendants.
- Developed, organized and executed three company-wide management conferences.
- Reissued updated study of parking market in metro Atlanta area.
- Negotiated new contracts for several facilities.

1984-1985**City Manager, Cincinnati, Ohio**

Day-to-day responsibility for parking operations in downtown Cincinnati, Ohio, consisting of 2,500 spaces, as well as 1,600-space off-airport parking and shuttle operation.

- Managed 70 employees including hiring, training and employee relations.
- Scheduling for special event parking.
- Scheduling and routing of shuttle vans.
- Maintained high-level of customer service.
- Planned marketing and promotional programs for both downtown and the park & fly facilities.
- Oversaw maintenance, including contracts for capital repairs, fleet purchases and maintenance, and equipment enhancements.

1982-1983**Asst. General Manager, Hartsfield Atlanta Intl. Airport**

Specific responsibility for operations and all related aspects of the second shift operation.

- Supervised 5 Asst. Managers and 25 cashiers.
- Coordinated cashier check-in, pickups, and ring-offs.
- Accountable for all cash funds, including receipts collected and cash.
- Oversaw license plate inventory activities, including staffing, auditing and equipment operations.

1980-1981**Area Manager, Atlanta, Georgia**

Direct daily responsibility for 25 downtown parking locations totalling 3,000 spaces.

- Hired, trained, scheduled and supervised parking attendants.
- Monitored collections and deposit of all daily revenue.
- On-site auditing of personnel.
- Initiate and direct all maintenance for these locations, including capital repair, contracts and equipment.
- On-going rate surveys.
- Develop marketing plans.

SANTE, A HEALTH SPA FOR WOMEN

1978-1979

Partner

Partner in development of a health spa in Albuquerque, New Mexico.

- Completely renovated interior of building to meet requirements of the spa.
- Contracted equipment purchases.
- Planned and directed educational, exercise and diet classes.
- Day to day management of programs.
- Fiscal control.

Education**University of California Berkeley**

Bachelor of Arts, 1977

Major: English

Graduate courses: Accounting, Marketing, Human Resources, Training, Union Negotiations

Professional Affiliations

Leadership Atlanta Class of 1998

Atlanta Chamber of Commerce

American Society of Training and Development

Georgia Parking Association

Hispanic Chamber of Commerce

Transition House

National Conference

Race Relations Working Group

RCS# 4976
9/02/03
1:21 PM

Atlanta City Council

Regular Session

03-C-1342

SUSANA M. CHAVEZ
ATL COMMISSION ON WOMEN
CONFIRM

YEAS: 13
NAYS: 0
ABSTENTIONS: 0
NOT VOTING: 3
EXCUSED: 0
ABSENT 0

Y Smith	Y Archibong	Y Moore	Y Mitchell
Y Starnes	Y Fauver	Y Martin	Y Norwood
Y Young	Y Shook	Y Maddox	NV Willis
Y Winslow	Y Muller	NV Boazman	NV Woolard

03-C-1342

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(Do Not Write Above This Line)

A Communication by Councilmember
Debi Starnes:

Appointing Ms. Susana M. Chavez to
serve as a member of the Atlanta
Commission on Women. This
appointment is for a term of two (2)
years, scheduled to begin on the date of
Council confirmation.

CONFIRMED BY

SEP 02 2003

COUNCIL

- ☐ CONSENT REFER
- ☐ REGULAR REPORT REFER
- ☐ ADVERTISE & REFER
- ☐ 1st ADOPT 2nd READ & REFER
- ☐ PERSONAL PAPER REFER

Date Referred 8/18/03

Referred To: Comm on Council

Date Referred

Referred To:

Date Referred

Referred To:

First Reading

Committee _____
Date _____
Chair _____
Referred To _____

00C Committee

9/2/03 Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Melinda Archuleta
Jim M. Hays
Harold Smith

Debi Starnes
Charles Starnes

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Refer To

FINAL COUNCIL ACTION

☐ 2nd

☐ 1st & 2nd

☐ 3rd

Readings

☐ Consent

☐ V Vote

☒ RC Vote

CERTIFIED

CERTIFIED
SEP 02 2003

ALL ACTIONS OF COUNCIL ARE SUBJECT
TO THE VOTE OF THE MAYOR
Patricia M. Hollands

CERTIFIED
SEP 02 2003
Shirley D. Anderson
MUNICIPAL CLERK

MAYOR'S ACTION